

**PROVIDENCE HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING: March 11, 2010**

**PHA Conference Room 100 Broad Street Providence, RI 02903**

**CALL TO ORDER**

**Chairman Waldman called the meeting to order at 5:00 p.m.**

**ROLL CALL**

**The Executive Director called the roll:**

**Present Absent**

**Paul F. Waldman**

**Dolores Cascella**

**Dorothy Waters**

**Barbara Fields**

**Nicholas Narducci**

**Robert Clarkin**

**JT. Taylor**

**Roger Giraud**

**Venuz Madrid Hilary Silver (Excused)**

**John Igliazzi**

**Nine members were present, constituting a quorum.**

## **APPROVAL OF MINUTES (January 28, 2010)**

**Chairman Waldman called for approval of the January 28th meeting minutes. Commissioner Narducci moved approval of the minutes. Commissioner Cascella seconded the motion. A vote was taken. There being no opposition, Chairman Waldman declared the minutes approved.**

## **RESIDENTS' COMMENTS**

**There were no resident comments.**

## **CHAIRMAN'S REPORT**

### **Appointment of Committee to Review/Recommend Board Policy Changes**

**Chairman Waldman stated that he has appointed Commissioners Giraud, Cascella and Clarkin to review the board policies and recommend changes. The board by-laws were updated last year and most of the required changes will be to bring the policies in line with the updated by-laws. The committee is to report at next month's meeting.**

### **Board Retreat**

**Chairman Waldman stated that the board retreat will be held on the weekend of April 30th to May 2nd at the Dan'l Webster Inn on the Cape in Sandwich. This site was selected because of its proximity and inexpensive, off-season rates. They also don't charge extra for use of conference rooms. During the next month the plans for**

**presentations, rooms and meals will be finalized.**

## **COMMITTEE REPORTS**

### **Asset Management/Capital Improvements Committee**

**The report was presented by Commissioner Madrid to be entered into the record. [See the attached report.]**

### **Budget, Finance & Audit Committee**

**Commissioner Giraud presented the report to be entered into the record. [See the attached report.]**

### **Resident Services Committee**

**The report was presented to be entered into the record. [See the attached report.]**

## **EXECUTIVE DIRECTOR'S REPORT**

### **Monthly Management Report Highlights**

**The Executive Director stated that the January Monthly Management Report is included in the packets this month. There is a positive reserve of approximately \$1.5 million year-to-date, which will fluctuate as more of the utility expenses come in. Occupancy is high at 99%. Collections are less than scheduled. Managers have been instructed to meet with residents. Commissioners should feel free to contact the Executive Director at any time with questions.**

### **Attention to Items in Board Packet**

**Each month one or more articles related to public housing are**

included in each Commissioner's packet in order to provide Commissioners with information on housing issues. This month's packet includes the following:

- A letter from Moody's Investors Service stating that the outlook for the PHA's outstanding bonds is stable, with an Aa3 rating.
- Written testimony of HUD Secretary Shaun Donovan before the House Appropriations Subcommittee on Transportation, Housing and Urban Development.
- CLPHA update on the HUD FY 2011 budget.
- HUD article on the FY 2011 budget.

#### **Replacement Housing Factor Funds**

The Executive Director stated that each year we receive approximately \$52,000 per year from HUD due to some of the demolition that was undertaken at Hartford Park. Initially the money was going to be used for new construction, but at this point we are considering buying a foreclosed property in Olneyville near Manton Heights, and renovating it to be used as affordable housing.

#### **Youth Police Initiative @ Hartford Park and Chad Brown**

The Executive Director stated that the second Youth-Police Initiative Program group at Chad Brown graduated 12 youth in February. The graduates, other residents, and the police all agreed that it was an excellent program. Commissioner Narducci attended and spoke at the graduation. Chief Esserman has funds available to do some work in that area and has agreed to pay for another group at Chad Brown.

**We hope to bring the program to all the family developments, and then involve the graduates in the Youth Leadership Academy for which we are currently seeking funds. These youth would then serve as “ambassadors” for the housing authority and reach out to other teenagers in the developments.**

### **Eisenhower Foundation Grant**

**The Executive Director stated that we have received a grant of \$100K a year for three years from the Eisenhower Foundation to conduct a Youth Safe Haven/Police Mini-Station at Hartford Park. The grant will allow us to hire an education and training coordinator and two youth advocates. There are only a handful of these programs across the country. The program will target 50 youth at Hartford Park ages 6 to 12, a younger age group than the Youth-Police Initiative. These youth will receive extra math, reading, tutoring, and one-on-one mentoring. The school system and police department will be sharing information about these youths to track their progress through the program.**

### **Housing Counseling Agency Designation**

**The Executive Director stated that we received notification from HUD yesterday that the PHA has been designated as a housing counseling agency. This will allow us to apply for some grants that will pay for housing counseling, in lieu of using our own funds. We have also recently been able to hire Tara Quinn, formerly a consultant to the housing authority, as a Section 8 homeownership counselor with funds the Section 8 department has available.**

## **REAC Physical Report**

**The Executive Director stated that in addition to the HUD REAC property inspection, we also have USIG, an outside firm, inspect all of our properties once per year. We received passing scores on both the USIG and the HUD inspections this year per HUD standards. The PHA standards are about ten points higher. Some of our best scores were at the elderly/disabled sites, but Manton Heights also did very well with a score of 80. AMP 2 with Coddington Court, Roger Williams and the Scattered Sites received the lowest score. Each AMP starts out with a score of 100 from which points are deducted. A thorough analysis will be presented at the retreat.**

## **Board of Commissioners Retreat**

**The Executive Director stated that one of the presentations will be offered by Paul Campbell who will speak about how each of the PHA sites was named. There will also be an update of the employee profile and the Survey of Employee Engagement, for which we receive scores by department and an overall score for the PHA. The scores for this year were very good. Other sessions we plan to include will cover the housing market, crime data, what's new at HUD, a day in the life of a housing manager, and a policy exercise using the Prisoner Re-entry Program as an example.**

## **Status Report: Energy Performance Contract**

**The Executive Director stated that the Energy Performance Contract**

is almost complete. Analysis of utility consumption for the last fiscal year is complete and we have already realized great savings in water and sewer costs. The only energy cost that is not down for this fiscal year is the electric, because of an increase in the rates.

#### **Status Report: Capital Fund Program/CFFP**

The Executive Director stated that the PHA just signed a contract for \$1.3 million for landscaping at Admiral Terrace, including a beautiful water park, more parking and an irrigation system. All of the PHA stimulus funds have now been allocated, before HUD's March 17th deadline. This puts us in line to receive funds returned to HUD from housing authorities that did not obligate their funds by the deadline.

Within the next few days the facilities management staff will determine how to allocate the rest of the funds. Given the bids we have received we are short by about \$1 million. The solution may be to put the phase II work at Manton Heights, which is less visible to the public than Phase I, on hold in the hopes that the Neighborhood Choice Program grant that we are applying for will cover it. If this strategy is successful we will be able to finish a complete rehab of the Chad Brown, Admiral Terrace, Roger Williams, and Hartford Park sites; and a partial rehab of Manton Heights.

Work has resumed at Roger Williams on the contract from last fall that was put on hold due to the weather.

## **Management Operations Certification**

**The Executive Director stated that HUD is requiring the Management Operations Certification for one more year before they switch to a new site-based system. This includes are a number of indicators and sub-indicators on issues such as work order turn-around time, unobligated capital funds, vacancy unit turn-around, inspection systems, security, and economic development. HUD allowed housing authorities to apply for a waiver for this transition year, but the PHA has the information available and will receive a good score, so it was decided to submit the data.**

**Tai VandenBerghe presented a PowerPoint presentation about the Annual and Five-Year planning process.**

## **Annual & Five Year Plan**

**The Executive Director stated that this information is entered into a HUD template and is based on the PHA Strategic Plan. The entire document is available on the PHA web site and as a bound copy for any commissioners who would like to read the entire submission. [See the attached presentation.]**

## **Presentation: Dominica/Kilmartin/Dexter**

**The Executive Director introduced Frank Manfredi, property manager of Dominica Manor, Kilmartin Plaza and Dexter Manor, to present information about these three hi-rise developments. [See the attached presentation.]**



## **RESOLUTION(S)**

### **Resolution #4186**

**Resolution approving the Annual & Five-Year Plan. Commissioner Cascella moved approval with Commissioner Waters seconding the motion. A vote was taken. There was no opposition by members present. Chairman Waldman declared the resolution passed.**

### **Resolution #4187**

**Resolution authorizing the Executive Director to submit the Management Operations Certification. Commissioner Clarkin moved approval with Commissioner Taylor seconding the motion. A vote was taken. There was no opposition by members present. Chairman Waldman declared the resolution passed.**

## **OLD BUSINESS**

**There was no old business.**

## **NEW BUSINESS**

**Commissioner Fields stated that an event will be held on Monday, March 22nd to roll out some community planning contracts that have been put together for Olneyville. Monique, the manager at Manton Heights, was very actively involved in the community engagement process where over 150 residents and leaders in the neighborhood have been coming together for years to plan priorities for the community. Monique will forward the event information to the**

**commissioners by email.**

## **ADJOURNMENT**

**There being no further business, Chairman Waldman accepted a motion from Commissioner Cascella which was seconded by Commissioner Waters, to adjourn the meeting at 6:12 p.m.**

**Submitted by:      Approved by:**

**Beth Herosy      Stephen J. O'Rourke**

**Recording Secretary      Executive Director**